



Health Services
LOS ANGELES COUNTY

Los Angeles County
Board of Supervisors

Gloria Molina
First District

Mark Ridley-Thomas
Second District

Zev Yaroslavsky
Third District

Don Knabe
Fourth District

Michael D. Antonovich
Fifth District

Mitchell H. Katz, M.D.
Director

John F. Schunhoff, Ph.D.
Chief Deputy Director

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www.dhs.lacounty.gov

*To improve health
through leadership,
service and education.*



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January 3, 2011

TO: Supervisor Michael D. Antonovich, Mayor
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Don Knabe

FROM: Mitchell H. Katz, M.D.
Director

SUBJECT: **NOTIFICATION OF DEPARTMENT OF HEALTH SERVICES'
USE OF DELEGATED AUTHORITY TO EXECUTE AN
AGREEMENT WITH LOS ANGELES HARBOR COLLEGE
FOR TUTORING AND MENTORING PROGRAM**

This is to advise your Board that the Department of Health Services is exercising its delegated authority, approved on June 9, 2009 (attached), to execute an Agreement for a Tutoring and Mentoring Program in the Fourth Supervisorial District, effective date of execution through June 30, 2011.

The Agreement allows Los Angeles Harbor College (LAHC) to provide a Tutoring and Mentoring Program to train and assist LAHC's students enrolled in the nursing program. The goal of this program is to increase the number of Registered Nurse candidates available for possible County employment.

County Counsel has reviewed and approved the Agreement as to form.

If you have any questions or require additional information, please let me know.

MHK:ev

Attachment

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors



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John F. Schunhoff, Ph.D.
Interim Director

Robert G. Splawn, M.D.
Interim Chief Medical Officer

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May 12, 2009

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**APPROVAL OF A NEW AGREEMENT AND THREE AGREEMENT
EXTENSIONS FOR NURSING TUTORING AND MENTORING
PROGRAMS
(ALL DISTRICTS)
(3 VOTES)**

SUBJECT:

Request approval to extend Nursing Tutoring and Mentoring Agreements with East Los Angeles College, Glendale Community College, and Los Angeles Valley College and enter into a new Agreement.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize the Interim Director of Health Services, or his designee, to execute Amendment No. 3 to Agreements No. H-300470 with Glendale Community College (GCC) and H-300469 with Los Angeles Valley College (LAVC), for the provision of tutoring and mentoring programs for nursing students, to extend the term of each Agreement for two years, effective July 1, 2009 through June 30, 2011, and increase the maximum obligation by \$180,000, for a revised total maximum obligation of \$730,815 for the contract term for GCC and increase the maximum obligation by \$180,000, for a revised total maximum obligation of \$749,889 for the contract term for LAVC.
2. Authorize the Interim Director, or his designee, to execute Amendment No. 5 to Agreement No. H-210896 with East Los Angeles College (ELAC), for the provision of a tutoring and mentoring program for nursing students, to extend the Agreement

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BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

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Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

term for two years, effective August 1, 2009 through July 31, 2011, and increase the maximum obligation by \$180,000, for a revised total maximum obligation of \$1,405,000 for the contract term for ELAC .

3. Delegate authority to the Interim Director, or his designee, to execute a new Tutoring and Mentoring Agreement with a community college in the 4th Supervisorial District, effective date of execution through June 30, 2011, subject to review and approval by County Counsel, the Chief Executive Office, and notification to your Board, for a total maximum obligation of \$138,000.
4. Delegate authority to the Interim Director, or his designee, to extend the Tutoring and Mentoring Agreements with GCC, LAVC, and ELAC, as well as Agreement No. H-703497 with El Camino College-Compton Community Education Center (ECC-CCEC) and the recommended new Agreement for up to two additional years after their expiration dates, subject to review and approval by County Counsel, the Chief Executive Office, and notification to your Board.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

Approval of the first and second recommendations will allow the Interim Director to sign amendments with GCC, LAVC, and ELAC, substantially similar to Exhibits I, II, and III, to extend each Agreement term for two years to continue the provision of tutoring and mentoring programs for nursing students. The current Agreements with GCC and LAVC expire on June 30, 2009 and ELAC expires on July 31, 2009. Approval of the third recommendation will enable the Department of Health Services (DHS) to extend the three Agreements as well as a fourth Agreement with ECC-CCEC. The current Agreement with ECC-CCEC expires on June 30, 2010. Approval of the fourth recommendation will enable DHS to execute an Agreement, substantially similar to the current agreements, to increase the availability of tutoring and mentoring programs for nursing students, following the selection of a college in the 4th Supervisorial District by DHS that meets the program criteria.

An ongoing shortage of nurses in the County health system has been exacerbated by California State law which mandates that health care facilities meet certain Registered Nurse (RN) to patient staffing ratios. Tutoring and Mentoring programs, established to assist students enrolled in qualified RN programs at local colleges, are increasing the number of RN candidates available for possible County employment. The Office of Nursing Affairs is responsible for coordinating and monitoring the Tutoring and Mentoring Program. The success rate of these programs has resulted in: an increase in hiring of RNs for DHS facilities and a decreased "drop-out" rate among students enrolled in the program. DHS submits quarterly Nursing Strategic Plan Recruitment and Retention updates to your Board. In the last two quarters of FY 2008-09, a total of 42 students from the three colleges were hired by DHS, 29 graduates were hired as

RN-interim permittees and 13 nursing students were hired as student nurse workers. The colleges, have no funds to support the cost of tutoring and mentoring programs for their students. Therefore, DHS intends to continue funding these valuable programs.

Implementation of Strategic Plan Goals

The recommended actions support Goal 4, Health and Mental Health of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

The recommended amendments will result in the following changes to the maximum contract obligation:

	<u>Two-Year Extension Term</u>			<u>Revised Contract Maximum Obligation</u>
	<u>FY 09/10</u>	<u>FY 10/11</u>	<u>Total</u>	<u>(Various start dates)</u>
GCC	<u>\$90,000</u>	<u>\$90,000</u>	<u>\$180,000</u>	\$ <u>730,815</u> (FYs 03/04-10/11)
LAVC	<u>\$90,000</u>	<u>\$90,000</u>	<u>\$180,000</u>	\$ <u>749,889</u> (FYs 03/04-10/11)
ELAC	<u>\$90,000</u>	<u>\$90,000</u>	<u>\$180,000</u>	<u>\$1,405,000</u> (FYs 99/00-10/11)

The new Agreement will result in a total maximum contract obligation of \$138,000. Funding is included in the DHS' 2009-10 Proposed Budget and will be requested in future fiscal years.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Tutoring and Mentoring Program for nursing students includes clinical support services, lectures in medicine and surgery, and mental health, as outlined in the College of Nursing curriculum. The program provides for additional training in an academic and clinical setting for nursing students. The program also prepares students to pass the National Council Licensure Exam for Registered Nurses (NCLEX-RN) necessary for successful graduates to apply for entry level RN I positions at DHS facilities.

In March 2002, your Board instructed DHS to establish a Tutoring and Mentoring Program similar to the ELAC Training Program approved by your Board in 1999 in an effort to address overall nursing shortages in the County system. On July 29, 2003, your Board approved two new Agreements with GCC and LAVC, effective date of

The Honorable Board of Supervisors
May 12, 2009
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Board approval through June 30, 2005. Most recently, on June 12, 2007, your Board approved amendments extending the Agreements with GCC and LAVC through June 30, 2009, and with ELAC through July 31, 2009.

On September 16, 2008, your Board approved a new Tutoring and Mentoring Program Agreement for nursing students at ECC-CCEC in a continuing effort to address the overall nursing shortage in the County system. DHS will further expand the program by entering into a new Agreement with a community college in the 4th Supervisorial District.

County Counsel has reviewed and approved Exhibits I, II and III as to form.

CONTRACTING PROCESS

Not Applicable.

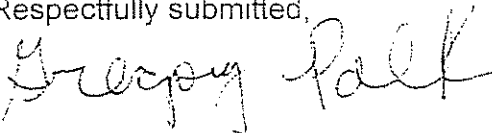
IMPACT ON CURRENT SERVICES (OR PROJECTS)

Board approval of the recommended actions will ensure the continued provision of tutoring and mentoring programs that will generate qualified nursing staff for consideration of employment at County facilities.

CONCLUSION

When approved, DHS requires three signed copies of the Board's action.

Respectfully submitted,



FJS John F. Schunhoff, Ph.D.
Interim Director

JFS:ev

Attachments (3)

c: Chief Executive Officer
Acting County Counsel
Executive Officer, Board of Supervisors,

Tutoring & Mentoring BL